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Role: Project Manager

Location: The selected candidate can be located in any of the following four RedBuilt locations:

Boise, ID Hillsboro, OR Chino, CA Stayton, OR

A Project Manager is the hub of every commercial project, from the time a project is signed through the installation of RedBuilt products. He/she will manage the project, representing both the customer's and RedBuilt's interests across all functions. A project manager must proactively spot potential project issues and work collaboratively to resolve them to ensure the project is on-time, error-free, and within budget.

Duties and Responsibilities:

- Review the project and validate delivery requirements
- Facilitate project team meetings
- Coordinate project schedules with the design center and manufacturing
- Manage NetSuite dates and other data to ensure a project remains on schedule and communicate any changes to the team.
- Facilitate requests-for-information (RFI) and oversee the approval processes (OFA) via direct relationships with customers and specifiers
- Field and manage jobsite requests

Skills and Qualifications:

A Project Manager requires knowledge of the entire RedBuilt process, the construction process (particularly the structural frame), and the ability to read structural drawings. Additionally, project managers must have project management skills, including strengths in multi-tasking and problem solving with excellent organizational habits.

To succeed in this role, a Project Manager must relate to customer needs, be adaptive, and an excellent communicator. We are looking for people who thrive in a collaborative team environment, remain calm under pressure, and maintain excellent working relationships with customers, sales and the design center while motivating people in pursuit of a common goal.

Education:

- Undergraduate degree in an analytical or business-related field of study

If this sounds like you, we'd love to hear from you!

Email your résumé by October 30, 2020 to careers@redbuilt.com